

Facilities

Board of Trustees Policy

SUBJECT: Naming of College Facilities, Areas, & Roads	NUMBER: <p style="text-align: center;">4.3</p>
	DATE: <p style="text-align: center;">February 22, 2016</p>
	SUPERSEDES: Policy 4.3, March 18, 1991 (Resolution #91-32) <p style="text-align: center;">&</p> Policy 4.8, January 14, 2013 (Resolution #13-6)

Purpose

Naming a campus facility is considered a prestigious honor, not just at SUNY Schenectady), but throughout the entire country. Facility naming recognizes individuals or corporations that continuously support, through their generous gifts of time, talent and treasure, the future success of SUNY Schenectady. This policy provides guidance on the naming of buildings, areas of use, or roads owned by SUNY Schenectady.

Policy

Consistent with the past practice, the Board of Trustees will give consideration to the following principles and criteria in considering recommended names for college buildings, areas of use or roads:

1. Recommended name should have significance to the College or the County either personally or historically, or

2. Persons whose names are recommended should have had some direct involvement with either the development, management or operation of the College, or
3. Philanthropic support can be a basis for the naming of facilities as long as the following guidelines are met through the SUNY Schenectady Foundation, Inc.:

Naming Process

Individuals or organizations who would like to have a facility named in their honor should solicit the SUNY Schenectady Foundation, Inc. with their intentions. The Vice President of Development and External Affairs will then present the gift pledge to the SUNY Schenectady Foundation Board of Directors for approval and acceptance of the gift. Once the motion is made by the Foundation Board to accept the gift, the recommendation will be made to the SUNY Schenectady Board of Trustees for final approval. After the SUNY Schenectady Board of Trustees approves the gift, the donor will be notified by the Vice President of Development and External Affairs or the College President.

Guidelines for Naming Facilities

Solicitation for naming can be made for a building, classroom, lab, conference room, lounge, banquet hall, dining room, office or any other space deemed appropriate on the SUNY Schenectady Campus. Minimum donations for these spaces will be determined by the Vice President of Development and External Affairs on a case by case basis.

Buildings

Minimum donations for the naming of a building will range from \$500,000 to \$1,000,000.

Classroom, Labs and Other Campus Areas

Minimum donations for other campus spaces will be determined by the President and Vice President of Development and External Affairs on a case by case basis.

Contribution Guidelines

The minimum contribution for naming a facility is stated in this policy. The donor may make a pledge for the amount and pay annually over a pre-determined time period. The minimum initial contribution must be 25 percent of the total pledge. The remaining minimum contributions must be 15 percent annually over a period of five years.

Procedure

1. Recommendations for the naming of buildings, areas of use or roads must be submitted to the Board of Trustees with thorough written justification as to how the proposed name meets the foregoing principles and criteria.
2. The President will advise the Chair of the Schenectady County Legislator in writing of the naming recommendation at least seven (7) days prior to Board action on the recommendation.
3. The Board of Trustees will review the recommendation with guidance from the President. Upon guidance of the President, the Board, in turn, will act on the recommendation.

Historically, the following buildings and areas of use have been named:

Elston Hall: For Charles Elston, Former Chairman of the Board of Trustees

Begley Library Wing: Named in honor of Owen Begley, founding Chairman of the Board of Trustees.

Statler Labs: Named for the Statler Foundation, donors of \$50,000 of Culinary Equipment for these labs. (Note: these were demolished and reconstructed during the 1991-92 renovations).

Mohawk Room, Van Curler Room, & Stockade Room: Named for historic elements of Schenectady, these rooms are generally the public rooms of Elston Hall.

Remaining campus facilities have generic, functional names:

Tempo Refers to the temporary nature of this building.

Center for Science and Technology (CST) Functional facility: The former GE/WRGB Building, 60 Washington Avenue.